**New Zealand Screen Production Rebate for International Productions**

**Application for 5% Uplift Provisional Certificate**

**(incorporating the Uplift Points Test)**

**1 November 2023 Criteria**

This application form should be read in conjunction with the [NZSPR Criteria for International Productions dated 1 November 2023](https://www.nzfilm.co.nz/resources/nzspr-criteria-international-productions) (the **Criteria**). Capitalised terms used in this application form have the definitions set out in Appendix 1 of the Criteria.

By submitting this application, the applicant agrees:

* to be bound by the terms of the Criteria; and
* that the terms of the [NZFC Privacy Policy](https://www.nzfilm.co.nz/privacy-policy#:~:text=The%20NZFC%20and%20our%20third,unauthorised%20access%2C%20modification%20and%20disclosure.) will apply to all personal information submitted as part of its application.

Applicants that are **not** seeking the 5% Uplift should use the [Provisional application form for the International Rebate](https://www.nzfilm.co.nz/resources/nzspg-provisional-application-form-international-pdv), **not** this application form.

 This application form has six sections:

* Section 1 – Applicant Information
* Section 2 – Production Information
* Section 3 – Estimated QNZPE
* Section 4 – Uplift Points Test
* Section 5 – Declaration
* Section 6 – List of Relevant Documents

Please complete all sections. If you have any questions about this form, please contact [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz).

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| **Submitting your application:** | **Attachments should be named and numbered as per the application form checklist in Section 5 of this form.**  Please send attachments as separate files (do not combine into one document).   * Email to [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz) (if below 12MB); or * Send via file sharing link; or * Send via USB to:   Incentives Executive  New Zealand Film Commission  PO Box 11546, Wellington 6142 / Level 3, 119 Ghuznee Street, Wellington 6011 |
| **Please note:** | Once the NZFC has received all applicable documentation and has confirmed the application is complete, you will be sent a dated acknowledgement letter. The date of this letter is the start of the application process. |

**Confidentiality**

Information that you supply to the NZFC or an independent consultant may be provided to the Rebate Panel, the Inland Revenue Department (IRD), Ministry of Business Innovation and Employment (MBIE), Ministry for Culture and Heritage (MCH) and other independent consultants where reasonably necessary during, and for the purposes of, the application and approval processes.

Except where disclosure is permitted under the Criteria, the NZFC will use reasonable efforts to maintain the confidentiality of the information provided by you. The NZFC, IRD, MBIE and MCH are government entities, which are subject to various disclosure requirements, for example disclosure of information under the *Official Information Act 1982*. None of them will be liable for any disclosure it believes (acting reasonably) it is required to make.

You should clearly indicate those parts of the application that you regard as commercially sensitive and confidential. In processing a request under the *Official Information Act 1982*, the NZFC or relevant New Zealand Government department or agency will consult with you prior to a decision on release of the documents, but you should be aware that your designation of information as commercially sensitive or confidential will not automatically result in the information being withheld by the NZFC or other government department or agency.

Statistical information provided in this application may be used by New Zealand Government ministries, departments and agencies. These ministries, departments and agencies will usually comprise: the NZFC, MCH, IRD, MBIE and Statistics New Zealand.

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| Section 1 | Applicant Information | |
| Date of application:  Full name of applicant entity (Registered name):  Registration number:  Registered address:  Business/mailing address:  New Zealand GST Number (if any): | | |
| Contact person:  Role of contact person: | | Business phone:  Mobile phone:  Email: |

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| **1.1 Registration** |
| Did the applicant register the production and receive acknowledgement from the NZFC in respect of that registration in accordance with clause 26 of the Criteria?  **YES  NO**  If NO, the production is **not eligible** for an International Rebate. |

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| **1.2 Category of production** | |
| Does the production include QNZPE relating to filming with real people or animals?  Is expenditure on Visual Effects Production no more than 55% of QNZPE?  **Note:** If the applicant answers YES to both questions, the production is a Live Action Production. If the applicant answers no to one or both questions, the production is a PDV Production.  **PDV Productions are not eligible for the 5% Uplift.** | **YES  NO**  **YES  NO** |

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| **1.3 Special Purpose Vehicle** |
| Is the applicant a special purpose vehicle established principally in relation to making the production?  **YES**  **NO**  If NO, will the applicant set up a special purpose vehicle principally in relation to making the production?  **YES**  **NO**  If NO to either of the above, please indicate which exception under clause 12.2 of the Criteria applies:   1. Series 2. Repurposing 3. Bundling   Please note that an applicant must have its own GST and payroll registration numbers and its own bank account. The applicant’s GST and payroll returns must not be grouped with any other entity for tax purposes. |

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| **1.4 Residency Status** | | | |
| 1. Complete the following in relation to the **Special Purpose Vehicle** (SPV) | | | |
| **Names of directors or partners** | **Citizenship of directors or partners** | **Country of permanent residence** | **Address of directors or partners** |
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| 1. Complete the following in relation to the **SPV’s parent company** (or companies) | | | |
| **Names of shareholders or general partners** | **Citizenship of shareholders or country of incorporation (if a company)** | **Country of permanent residence** | **% beneficial interest in the company or partnership** |
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| You must supply Company Extracts (from the [New Zealand Companies Register](https://companies-register.companiesoffice.govt.nz/)) with your application. | | | |

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| **1.5 Responsible Entity** |
| Will the applicant be the entity responsible for all activities involved in making the production in New Zealand?  **YES**  **NO**  If NO, please provide details: |

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| Section 2 | **Production Information** |
| Title of Production: ***Working Title(s) - if applicable:*** | |
| Synopsis Provide a brief synopsis of the production: | |

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| **2.1 Format** |
| **Feature film (theatrical release)**  *NB: if you are shooting more than one film simultaneously or concurrently, please see clause 8.3 of the Criteria.*  **Television or other non-feature film (please specify below)**  *NB: if you are shooting more than one film simultaneously or concurrently, please see clause 9.3 of the Criteria.*  Television drama (single episode)  Television documentary/factual/reality (single episode)  Television drama (series)  Television documentary/factual/reality (series)  Other (please describe):  On what platform will it be first released? |
| **Length of Production**  What is the estimated total running length of the production (in minutes)?  If a series, what is the total number of episodes? |
| **Excluded Formats**  Does the production fit into one of the following categories?   * an advertising programme or commercial * a discussion programme, current affairs programme, news, a panel programme or a programme of a like nature * pornography * a training programme * an interactive digital game (other than transmedia content as per clause 17.3(b)(iv) of the Criteria) * a production of a public event, including a sports event * for television or other non-feature film productions only, a programme principally made for the New Zealand market   **YES  NO**  **Note:** If the production fits into one of the above categories then it is not eligible for an International Rebate. |
| **Production Dates (use estimated dates if the production schedule has not been finalised)**  Date of first day of official pre-production:  Date of commencement of Principal Photography in New Zealand:  Date of commencement of Principal Photography overseas:  Date of completion of Principal Photography:  Date of Completion of production: |

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| **2.2 Qualifying New Zealand Production Expenditure (QNZPE) Threshold** | |
| Does the current production have an estimated QNZPE of $30 million or more?  **If NO, the production is not eligible for the 5% Uplift.** | **YES  NO** |

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| **2.3 Other Rebates and New Zealand Incentives** | |
| Has the production received or applied for production funding from any New Zealand Government agency?  Has the production received or applied for the New Zealand Rebate, Large Budget Screen Production Grant, Screen Production Incentive Fund, or any tax incentives?  If the answer is YES to either, then the production is not eligible for an International Rebate. | **YES  NO**  **YES  NO** |
| Has the production incurred any costs that were paid more than ten years prior to the start of Principal Photography (historical costs)?  If YES, please specify what costs:  **Note**: Historical costs cannot be claimed as QNZPE unless the Rebate Panel approves such costs. Refer to clause 6 of the Criteria for other excluded historical costs. | **YES  NO** |

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| **2.4 Credit and Promotional Materials** |
| Please note that the applicant must provide in the completed production, an on-screen end credit and an on-screen NZFC logo.  The applicant must also provide promotional materials to the NZFC in accordance with the [Promotional Materials Schedule](https://www.nzfilm.co.nz/resources/promotional-materials-schedule) on the NZFC website.  The current NZFC logo can be obtained by contacting [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz). **Please note, unless otherwise agreed with the NZFC, the logo should only be used in conjunction with the end credit text**:  *The filmmakers acknowledge the assistance of the New Zealand Government’s Screen Production Rebate*  **Note**: In exceptional circumstances, the NZFC may waive one, or both, of these requirements. If you wish to apply for a waiver of the credit and/or promotional materials requirements, please include a letter with your application outlining why you are unable to provide a credit and/or promotional materials. |

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| **Section 3** | **QNZPE** |
| **GST:** The International Rebate is calculated in relation to amounts that are net of New Zealand Goods and Services Tax (GST). Therefore, all figures in this application should be quoted net of GST.  **Non-accrual basis of expenditure:** To be QNZPE, an expenditure item must have actually been incurred and paid by the applicant on the making of the production prior to the date the Final application is submitted. | |

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| **3.1 QNZPE** | |
| Total Budget | NZ$ |
| Estimated QNZPE | NZ$ |
| Expenditure on Above The Line Costs | NZ$ |
| Expenditure on Above The Line Costs as a percentage of QNZPE | % |
| **You must also provide an expenditure statement showing your estimated total costs, both non-QNZPE and QNZPE.** This should clearly and separately indicate alongside each budget item which costs will be non-QNZPE and which will be QNZPE. **Please use the expenditure statement template available** [**here**](https://www.nzfilm.co.nz/resources/expenditure-statement-template-nzspg-international) **or contact** [**nzspr@nzfilm.co.nz**](mailto:nzspr@nzfilm.co.nz) **to request a copy.** An example is shown at the end of this section.  You should ensure that your production accounting system enables you to track and code all items of expenditure with reference to non-QNZPE and QNZPE.  You should also familiarise yourself with the requirements of the [Final application form](https://www.nzfilm.co.nz/resources/nzspg-final-application-form-%E2%80%93-international-1-july-2017), particularly the IRD requirements and the foreign exchange requirements. This will enable you to put accounting systems in place that will make it easier for you to supply information required for the Final application.  **To ensure you meet the requirements of clause 17.4(o) of the Criteria, you must provide a breakdown of your calculation of Above The Line Costs**. This breakdown must include a short description of each of the goods and services included in your calculation of Above The Line Costs.  **All expenditure must be identified in New Zealand dollars.** | |

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| **3.2 Goods sourced from overseas** | |
| Please identify all goods sourced from overseas that you intend to claim as QNZPE **and** explain why the goods meet the requirements of clause 17.2(b) of the Criteria.  **Note:** you must attach to this application, evidence supporting your explanation for each good/category of goods. | |
| **Name of good or category of goods** | **Explanation** |
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| **3.3 General Ledger** |
| When you submit your final application, you will need to provide a copy of the general ledger for the production. At a minimum, this must include the following details in relation to each cost:   * date * description * amount of expenditure * details of each service provider/vendor * whether such expenditure is QNZPE or non-QNZPE * when the good or service or land was used in the making of the production * whether the expenditure is payroll, petty cash, accounts payable or a journal * date when, or period of time over which, the item was used on the production   An example of a general ledger excerpt is shown at the end of this section and can be downloaded as a template [here](https://www.nzfilm.co.nz/resources/general-ledger-template-nzspg-nz). NZSPR required free fields are indicated in yellow.  You will also need to provide a final cost report and a balance sheet (a trial balance is acceptable if a final is not available) with your Final application. |

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| **3.4 Non-Arm’s Length Expenditure** | | |
| Please provide the name of all entities or personnel (as identified in the expenditure statement) who provided goods, services or land in making the production and who are associated with the applicant or any of its associate entities. Please also identify the type of goods, services or land provided and the amount paid for those goods, services or land by the applicant.  When you submit your Final application, you will need to provide supporting documentation, such as contracts, contract variations, timesheets, invoices and/or other agreements for all non-arm’s length expenditure claimed as QNZPE and provide a breakdown of those goods, services or land. A template is available [here](https://www.nzfilm.co.nz/resources/nzspg-template-non-arms-length-expenditure) or you can contact [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz) to request a copy. An example is shown at the end of this section.  **Note**: The Rebate Panel’s assessment of whether an amount is arm’s length or not is usually undertaken only at the final application stage. If you wish to have the amount of any non-arm’s length expenditure verified before that time, please request this in writing to the NZFC. Refer to clause 21 of the Criteria for more information about the assessment of non-arm’s length expenditure. | | |
| **Name of related entity or person** | **Nature of goods, services or land supplied to the production** | **Amount paid/budgeted** |
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| **3.5 Exchange Rate Fluctuation and Pre-Qualification** |
| Only applicants who are concerned that the production may not meet the relevant expenditure threshold for a Rebate *solely* due to fluctuations in exchange rates and wish to ‘pre-qualify’ for the Rebate should complete this section. Please refer to clause 29 of the Criteria.  I wish to notify the NZFC that, solely for the purpose of meeting the expenditure threshold, I require any non- New Zealand dollar QNZPE or TPE (if applicable) for this production to be converted at the ‘preset exchange rate’ (defined below).  In the event that, when I lodge the Final Rebate application, the QNZPE does not meet the relevant expenditure threshold, I nominate the following non-New Zealand dollar currency or currencies to be converted at the preset exchange rate:  [insert relevant non-NZD currency or currencies]  **Notes:** The application for pre-qualification due to exchange rate fluctuations must be received by the NZFC no **earlier** than three months before the start of Principal Photography. In the event the start date is delayed, the applicant may reapply by resubmitting this form to the NZFC. |

Click [here](https://www.nzfilm.co.nz/resources/expenditure-statement-template-nzspg-international) to download this template or contact [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz) to request a copy.



Click [here](https://www.nzfilm.co.nz/resources/general-ledger-template-nzspg-nz) to download this example or email [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz) to request a copy.

A screenshot of a document

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You will need to supply this sheet with your Final application - click [here](https://www.nzfilm.co.nz/resources/nzspg-template-non-arms-length-expenditure) to download this template or contact [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz) to request a copy.



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| Section 4 | Uplift Points Test |

Before completing this section, you should read the [Criteria](https://www.nzfilm.co.nz/resources/nzspr-criteria-international-productions) and the [Guidance](https://www.nzfilm.co.nz/resources/5-uplift-guidance-document) on the Uplift Points. To qualify for the 5% Uplift, an applicant must obtain at least 40 points out of a potential 85 points, which must include the mandatory points in A1.

Please complete the extract of the Uplift Points Test below to indicate how many points you wish to claim.

***Extract of Uplift Points Test***

| **Section** | **Criteria** | **Points Available** | **Points Claimed** |
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|  | **A – Sustainability** |  |  |
| A1 | **Sustainability Action Plan and Sustainability Report**  **Plan:** Submission of a Sustainability Action Plan. The Sustainability Action Plan must conform to (i) an internationally recognized template, standard, or criteria, or (ii) to a template or criteria that is approved by the NZFC.  The Sustainability Action Plan must include that:   * a person is appointed in a sustainability officer role; or * a person from the production is responsible for overseeing the implementation of the Sustainability Action Plan as part of their position description.   **Report**: Submission of a final Sustainability Report that is completed post-production by the production. The Sustainability Report must include:   * a summary or narrative of how the production implemented its Sustainability Action Plan; and * a carbon emissions report with the production’s Carbon Footprint in tCO2e. | **3**  **(Mandatory)** |  |
| A2 | **Sustainability Officer**  The appointment of an experienced sustainability officer to the production, who meets the requirements set out below.  The sustainability officer must be appointed in the Pre-production phase and:   * oversee the implementation of the production’s Sustainability Action Plan from Pre-production through to post-production; and * train an appointed sustainability trainee or intern for a minimum of 40 hours duration. The appointed sustainability trainee or intern must be a New Zealand Citizen or a New Zealand Resident at the time the production is made; and * deliver a behind-the-scenes video (minimum two minutes duration) detailing the sustainability measures undertaken by the production while shooting in New Zealand; and * oversee the delivery of a seminar on the sustainability measures undertaken by the production while shooting in New Zealand; and * provide a summary of the production’s learnings in the final Sustainability Report regarding the effectiveness of various measures or initiatives trialled by the production OR meet with relevant bodies in New Zealand for a follow-up discussion on the production’s learnings. | **2** |  |
| A3 | **Carbon Emissions Review**  An independent carbon emissions review, which reviews and verifies the gross carbon emissions generated through activities associated with the New Zealand production activity.  The carbon emissions review must be undertaken by a pre-approved service provider in New Zealand. (Information on approved service providers is available on the [NZFC website](https://www.nzfilm.co.nz/resources/5-uplift-sustainability-resources).) | **2** |  |
|  | **Total – Section A**  **Maximum of 7 points available, minimum of 3 points required** | **7** |  |
|  | **B – New Zealand Production Activity** |  |  |
| B1 | **New Zealand Studio Lease**  The production will be filmed or partially filmed in a New Zealand studio facility leased by the production or a Related Entity with the tenure of that lease being at least three years. | **2** |  |
| B2 | **Previous QNZPE**  The applicant or its Related Entity has had a total of approved QNZPE of at least NZ$100 million for previous productions in New Zealand in the five years prior to the date of the applicant’s application. | **2** |  |
| B3 | **Associated Content**  The production is a sequel or prequel to, or is a spin-off from, a production that has previously shot in New Zealand in the last three years. | **1** |  |
| B4 | **Shooting in New Zealand**  Principal Photography takes place in New Zealand, whether on location or in studio (1 point for 75%, 2 points for 90%). | **2** |  |
| B5 | **Shooting in Regions**  25% of Principal Photography in New Zealand is Regional Filming. | **2** |  |
| B6 | **Picture Post-Production in New Zealand**  Picture post-production takes place in New Zealand (1 point for 30%, 2 points for 50%, 3 points for 75%). | **3** |  |
| B7 | **Sound Post-Production in New Zealand**  Sound post-production takes place in New Zealand (1 point for 30%, 2 points for 50%, 3 points for 75%). | **3** |  |
| B8 | **Digital or Visual Effects in New Zealand**  Digital or Visual Effects takes place in New Zealand (1 point for 50%, 2 points for 75%, 3 points for 90%). | **3** |  |
| B9 | **Concept Design and Physical Effects in New Zealand**  (If applicable) Concept Design and Physical Effects takes place in New Zealand (1 point for 50%, 2 points for 75%, 3 points for 90%). | **3** |  |
|  | **Total – Section B**  **Maximum of 21 points available** | **21** |  |
|  | **C – New Zealand Personnel** |  |  |
| C1 | **Cast**  80% or more of total cast for the production are Qualifying Persons. | **2** |  |
| C2 | **Crew**  80% or more of total crew for the production are Qualifying Persons. | **1** |  |
| C3 | **Māori**  10% or more of crew (that are Qualifying Persons from C2) are Māori. | **1** |  |
| C4 | **Above-The-Line Crew**  Above-the-line crew: Director / Producer/ Executive Producer/ Associate Producer/ Co-Producer / Writer / Showrunner (up to 3 positions are Qualifying Persons, 3 points each). | **9** |  |
| C5 | **Below-The-Line- Crew**  Below-the-line crew: Director of Photography / 1st Assistant Director / Editor / VFX Supervisor / Costume Designer / Composer / Production Designer (up to 4 positions are Qualifying Persons, 1 point each). | **4** |  |
| C6 | **More Below-The-Line Crew**  Below-the-line crew: 2nd Assistant Director / Supervising Art Director / Financial Controller / Production Accountant / Sound Designer / Sound Editor / Sound Mixer / Special Effects Supervisor / Line Producer or Unit Production Manager / Art Director / Hair / Make up / Stunt Coordinator / Choreographer (up to 8 positions are Qualifying Persons, 0.5 points each). | **4** |  |
| C7 | **Lead cast**  Lead cast (1 position is a Qualifying Person, 3 points). | **3** |  |
| C8 | **Supporting cast**  Supporting cast (up to 3 positions are Qualifying Persons, 1 point each). | **3** |  |
| C9 | **Casting**  Casting Director (2 points) OR Casting Associate (1 point) is a Qualifying Person and is credited for their position.  For both the Casting Director and Casting Associate role, the person is invited to the casting process at the time when significant casting decisions for lead and supporting roles are still being made and is provided with the opportunity to present New Zealand actors. | **2** |  |
| C10 | **Lead cast or above-the-line crew is Māori**  At least one lead cast or above-the-line crew (from C4 or C7) is Māori (at least 1 position, 2 points). | **2** |  |
|  | **Total – Section C**  **Maximum of 31 points available** | **31** |  |
|  | **D – Skills and talent development** |  |  |
| D1 | **Masterclass**  Masterclass(es) are delivered by key production personnel (which can include above the line cast, key crew, or heads of department) to participants in the New Zealand screen sector.  To qualify for these points, a masterclass must be for a minimum duration of:   * for productions with QNZPE of $100 million or under, a half day (4 hours); or * for productions with QNZPE above $100 million, a full day (8 hours). | **2** |  |
| D2 | **Educational seminars**  Educational seminars (in-class and/or on set) for secondary school, vocational education, or tertiary students, developed and delivered by key production personnel in consultation with the New Zealand Film Commission and relevant New Zealand educational institution(s).  To qualify for these points, for a production with:   * QNZPE under $50 million, the applicant will need to deliver 1 x 90-minute seminar; or * QNZPE between $50 million and $100 million, the applicant will need to deliver 2 x 90-minute seminars; or * QNZPE over $100 million, the applicant will need to deliver 3 x 90-minute seminars. | **1** |  |
| D3 | **Attachment positions**  Paid and credited Attachment positions for Qualifying Persons with existing sector experience.  To qualify for these points, for a production with:   * QNZPE of $100 million or under, a minimum of 2 attachment positions is required; or * QNZPE over $100 million, a minimum of 4 attachment positions is required. | **2** |  |
| D4 | **Internships**  Paid internships appointed to Qualifying Persons.  To qualify for this point, for a production with:   * QNZPE of $50 million or under, a minimum of 4 positions is required; or * QNZPE of $150 million or under, a minimum of 8 positions is required; or * QNZPE over $150 million, a minimum of 10 positions is required.   Each internship must be paid at the New Zealand living wage (or higher).  Each internship must include:   * a minimum of 200 hours (around 4-6 weeks) of work with the spread of hours to be negotiated between the production and intern; and * either rotation across at least four different parts of the production OR a focus on one specific area; and * that at least 40 hours are spent in either Pre-production or post-production; and * support for the intern provided by a nominated and specified intern-supervisor on the production. | **1** |  |
|  | **Total – section D**  **Maximum of 6 points available** | **6** |  |
|  | **E – Innovation and Infrastructure** |  |  |
| E1 | **Transfer of knowledge of production method or technology**  A production method or technology not commonly used in (international or domestic) productions in New Zealand (a “**production method or technology**”) is used in the production and:   * crew on the production (who are Qualifying Persons and for whom the production method or technology is relevant) are trained in the use of the production method or technology that is being used in the production; and * a workshop on the production method or technology that is used in the production is made available to the screen sector and, where relevant, adjacent sectors.   To qualify for these points, a workshop must be for a minimum duration of:   * for productions with QNZPE of $100 million or under, 2 hours; or * for productions with QNZPE above $100 million, 4 hours. | **2** |  |
| E2 | **Commercial agreement for creation or development of new production method or technology**  Entry by the applicant and/or a Related Entity into a commercial agreement with a New Zealand entity to create or develop new production methods or technologies.  To qualify, the commercial agreement(s) must be of value equivalent to:   * 0.25% or higher of QNZPE for 1 point; or * 0.5% or higher of QNZPE for 2 points; or * 1% or higher of QNZPE for 3 points. | **3** |  |
| E3 | **Investment in New Zealand infrastructure**  Investment in New Zealand infrastructure, where that investment is for new and/or upgraded infrastructure and/or ancillary facilities, and a New Zealand vendor commits to taking ownership for the infrastructure and/or ancillary facilities at the conclusion of production activity for at least 3 years.  To qualify, the investment must be:   * $500,000 to $999,999 for 1 point; or * $1 million to $2 million for 2 points; or * over $2 million for 3 points. | **3** |  |
|  | **Total – Section E**  **Maximum of 8 points available** | **8** |  |
|  | **F - Marketing, promoting, and showcasing New Zealand** |  |  |
| F1 | **Premiere**  A New Zealand premiere for the production is held in New Zealand (2 points)  OR  The world premiere for the production is held in New Zealand (3 points) | **3** |  |
| F2 | **Film marketing partnership**  A marketing partnership is agreed with the New Zealand Film Commission delivering at least four of the following activities:   * Delivery of, and a right to use, agreed content from or relating to the production that highlights the production being undertaken in New Zealand. Example content includes: clips of production footage, trailers, still images, testimonials/imagery from key cast and crew, behind-the scenes footage of the production. The applicant and/or Related Entity will agree a content brief with NZFC and deliver content that is consistent with that brief. * Delivery of, and a right to use, a promotional video of shooting locations and/or the production being shot in New Zealand. The applicant and/or Related Entity will agree a creative brief with NZFC and deliver promotional video that is consistent with that brief. * Delivery of, and a right to use, a promotional video of testimonials from above the line crew, head of departments, an/or cast testimonial in respect of their experience shooting the production in New Zealand. The applicant and/or related party will agree with the NZFC as to who, and/or which roles, of crew and cast will be involved. * Partnering (at the studio level) with NZFC at an event (which may be an existing event) at an agreed location overseas to promote New Zealand as a screen production destination. This would involve funding/sponsorship of a component of the event and attendance by studio executives or key talent. * Organisation of a minimum of three members of the international press to visit the production in New Zealand and be given access to the cast and crew for interviews while on location shooting in New Zealand. The location and timing for the visit by international press must be agreed with NZFC. * Access for at least one member of the New Zealand press to the set to interview key cast and crew. The location and timing for the access must be agreed with NZFC. * Access for members of the New Zealand press to the production’s press junket in New Zealand and access for at least one member of the New Zealand press to the world premiere in New Zealand or overseas (if a world premiere is held). | **3** |  |
| F3 | **Tourism marketing partnership**  A tourism marketing partnership is agreed with Tourism New Zealand (**TNZ**) that delivers a high impact marketing plan leveraging the production to raise New Zealand’s tourism profile in key target markets. The applicant and/or Related Entity must then execute the plan.  The plan must include:   * distribution of content by the applicant and/or Related Entity in at least three markets OR is there is significant media distribution (reach) of the content. The content and the applicable markets or the level of media distribution must be agreed with TNZ; and * three of the following activities, to be agreed with TNZ: * Delivery of, and a right to use, agreed content from or relating to the production that highlights the production being undertaken in New Zealand. Example content includes: clips of production footage, trailers, still images, testimonials/imagery from key cast and crew, behind-the scenes footage of the production. The applicant will agree a content brief with TNZ and deliver the content that is consistent with that brief. (For clarity, this brief will be different to the brief agreed with NZFC under section F2). * Access to talent (that has been approved by TNZ) to enable TNZ to invite those selected to participate in tourism and destination experiences in New Zealand. * Opportunities to access the fan base of the production in order to market New Zealand locations to that fan base. * Access for members of the International press (that represent TNZ’s key markets) to visit the production set on location and access to TNZ to invite International press to participate in New Zealand tourism and destination experiences. | **3** |  |
| F4 | **Bespoke partnership with Tourism New Zealand**  A high value bespoke partnership is agreed with Tourism New Zealand. | **3** |  |
|  | **Total – Section F**  **Maximum of 12 points available** | **12** |  |
| **GRAND TOTAL**  **Maximum total points claimable is 85**  **Minimum points to meet the test is 40 (which must include the mandatory points from section A1)** | | **85** |  |

Please complete this next section, in order to provide information on how you will achieve those points. You should only complete the sections below for which you have claimed points.

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| **A Sustainability** |
| **A1 – Sustainability Action Plan and Sustainability Report**  Please **attach** a draft Sustainability Action Plan for your production. |
| **A2 – Sustainability Officer**   1. If you have already appointed a sustainability officer, provide a short summary of the appointed sustainability officer’s experience. Alternatively, if not appointed yet, provide the description of the role for appointment and your timeline for making the appointment:      1. If you have already appointed a sustainability trainee or intern provide details of the appointment (including the sustainability trainee or intern’s citizenship and residency status) or, if not appointed yet, provide the timeline for making the appointment:      1. When (for example, during which phase of production) do you intend to hold the sustainability seminar? |
| **A3 – Carbon emissions review**  If you have chosen to undergo a carbon emissions review or verification:   1. Provide the name and contact details of the pre-approved service provider:      1. Please **attach** a confirmation letter of intent or engagement, or a signed service agreement for the work described. |

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| **B New Zealand Production Activity** |
| **B1 – New Zealand Studio Lease**   1. If available, please **attach** written confirmation from the landlord of the studio facility that you (or your Related Entity) and the landlord have executed a lease for that studio facility for a duration of not less than three years. 2. Alternatively, if a lease has not been executed at the time of your application, provide the details of which studio facility you intend to lease and the status (if any) of engagement with the relevant landlord: |
| **B2 – Previous QNZPE**   1. Provide the names of previous productions made in New Zealand and corresponding approved-QNZPE and the date of Final Certificate for the relevant rebate for each of those previous productions in reverse chronological order (with the oldest first):  |  |  |  | | --- | --- | --- | | Name of production and (if applicable) name of New Zealand Creative Producer | Total approved QNZPE | Date of Final Certificate\* | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  | Total |  |   \*This is the date of the Grant Approval Letter/Final Certificate the applicant (or any Related Entity of the applicant) or the New Zealand Creative Producer received from the NZFC in respect of that production. The oldest date must be no later than 5 years prior to the date of this application. |
| **B3 – Associated Content**   1. Is your production a sequel to, prequel to, or a spin-off from, a previous production? If so, please specify:      1. Why do you consider it to be a sequel or prequel to, or a spin-off from, a previous production (as applicable)? In answering this question, provide a synopsis of the previous production:        1. Provide the details of that previous production, such as the title, production dates and production base in New Zealand: |
| **B4 – Shooting in New Zealand**   1. Please **attach** the production schedule showing the number of days that Principal Photography is schedule to occur and how many of those days are scheduled to occur in New Zealand. 2. What is the total expected number of shooting days for Principal Photography? 3. How many days is the shoot scheduled to be carried out in New Zealand (whether in a New Zealand studio or on location)? 4. As a percentage, how many days will be shot in New Zealand as a proportion of the total number of shooting   days? |
| **B5 – Shooting in Regions**   1. Please **attach** the production schedule showing the number of days that Principal Photography is scheduled to occur in New Zealand and how many of those days are scheduled as Regional Filming. 2. What is the total expected number of days that Principal Photography is scheduled to occur in New Zealand? 3. How many of those days are scheduled as Regional Filming? |
| **B6 – Picture Post-Production in New Zealand**   1. What is the total amount of expenditure budgeted for picture post-production? 2. Of that expenditure, how much will be QNZPE? 3. As a percentage, what is the amount of QNZPE as a proportion of the total expenditure referred to in (a) above? |
| **B7 – Sound Post-Production in New Zealand**   1. What is the total amount of expenditure to be spent on music (including composing, scoring, performing, recording but excluding source music), voice recording and/or sound post-production? 2. Of that expenditure, how much will be QNZPE? 3. As a percentage, what is the amount of QNZPE as a proportion of the total expenditure referred to in (a) above? |
| **B8 – Digital or Visual Effects Production in New Zealand**   1. What is the total amount of expenditure to be spent on digital or visual effects production? 2. Of that expenditure, how much will be QNZPE? 3. As a percentage, what is the amount of QNZPE as a proportion of the total expenditure referred to in (a) above? |
| **B9 – Concept Design and Physical Effects in New Zealand**   1. What is the total amount of expenditure to be spent on concept design and physical effects?   **Note**: this does not include fees for the production designer and art department, wardrobe and hair & make-up personnel.   1. Of that expenditure, how much will be QNZPE? 2. As a percentage, what is the amount of QNZPE as a proportion of the total expenditure referred to in (a) above? |

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| **C New Zealand Personnel**  Where the position or role has not yet been filled, you should indicate “TBC” plus the expected citizenship and residency of the person who will ultimately fill that position or role. | | | | |
| **C1**  **Cast** | What is the estimated total number of cast (including lead and supporting cast referred to below)?  How many cast are New Zealand citizens or New Zealand permanent residents?  What percentage of total cast are New Zealand citizens or New Zealand permanent residents?        If you have engaged cast at the time of your application, please **attach** a list of names of those cast that are New Zealand citizens or New Zealand permanent residents. | | | |
| **C2**  **Crew** | What is the estimated total number of crew working on the production worldwide?  How many crew are New Zealand citizens or New Zealand permanent residents during production?  What percentage of crew are New Zealand citizens or New Zealand permanent residents?  If you have engaged crew at the time of your application, please **attach** a list of those crew that are New Zealand citizens or New Zealand permanent residents. | | | |
| **C3**  **Māori** | What is the number of crew members who are New Zealand citizens or New Zealand permanent residents and who have stated that they are Māori?  If you have engaged crew at the time of your application, please **attach** a list of the names of those crew members that are New Zealand citizens or New Zealand permanent residents and have stated that they are Māori. Please also provide the information the crew member provided when stating they are Māori (if any). | | | |
| **C4**  **Above-The-Line Crew** | Please provide the names of those Qualifying Persons that have been contracted and for which above-the-line role in the table below.  Alternatively, if the above-the-line roles have not been contracted at the date of your application, please specify “TBC” for the roles you intend to fill with Qualifying Persons in the table below. | | | |
| **Roles** | **Name** | **Citizenship** | **Country of permanent residence** |
| Director(s) |  |  |  |
| Producer(s) |  |  |  |
| Executive Producer(s) |  |  |  |
| Associate Producer(s) |  |  |  |
| Co-Producer(s) |  |  |  |
| Writer(s) |  |  |  |
| Showrunner(s) |  |  |  |
| **Note:** where there are multiple people carrying out the same role, refer to the guidance on who to include. | | | | |
| **C5**  **Below-The-Line Crew** | Please provide the names of those Qualifying Persons that have been contracted and for which below-the-line crew position in the table below.  Alternatively, if the below-the-line crew positions have not been contracted at the date of your application, please specify “TBC” for the positions you intend to fill with Qualifying Persons in the table below. | | | |
| **Roles** | **Name** | **Citizenship** | **Country of permanent residence** |
| Director of Photography |  |  |  |
| 1st Assistant Director |  |  |  |
| Editor |  |  |  |
| VFX Supervisor |  |  |  |
| Costume Designer |  |  |  |
| Composer |  |  |  |
| Production Designer |  |  |  |
| **C6**  **More Below-The-Line -Crew** | Please provide the names of those Qualifying Persons that have been contracted and for which more below-the-line crew position in the table below.  Alternatively, if the more below-the-line crew positions have not been contracted at the date of your application, please specify “TBC” for the positions you intend to fill with Qualifying Persons in the table below. | | | |
| **Roles** | **Name** | **Citizenship** | **Country of permanent residence** |
| 2nd Assistant Director |  |  |  |
| Supervising Art Director |  |  |  |
| Financial Controller |  |  |  |
| Production Accountant |  |  |  |
| Sound Designer |  |  |  |
| Sound Editor |  |  |  |
| Sound Mixer |  |  |  |
| Special Effects Supervisor |  |  |  |
| Line Producer or Unit Production Manager |  |  |  |
| Art Director |  |  |  |
| Hair |  |  |  |
| Makeup |  |  |  |
| Stunt Coordinator |  |  |  |
| Choreographer |  |  |  |
| **C7 – Lead Cast** | Please provide the name of the Qualifying Person that has been contracted for a lead cast role in the table below.  Alternatively, if the lead cast role has not been contracted at the date of your application, please specify “TBC” if you intend to fill a Lead Cast role with a Qualifying Person in the table below. | | | |
| **Role** | **Name** | **Citizenship** | **Country of permanent residence** |
| Lead role or character |  |  |  |
| **C8 – Supporting Cast** | Please provide the name of the Qualifying Persons that have been contracted for a supporting cast role in the table below.  Alternatively, if the supporting cast roles have not been contracted at the date of your application, please specify “TBC” for the supporting cast roles you intend to fill with Qualifying Persons in the table below. | | | |
| **Roles** | **Name** | **Citizenship** | **Country of permanent residence** |
| Supporting role or character |  |  |  |
| Supporting role or character |  |  |  |
| Supporting role or character |  |  |  |
| Supporting role or character |  |  |  |
| **C9 – Casting** | Please provide the name of the Qualifying Person that has been engaged as a New Zealand casting director or casting associate in the table below.  Alternatively, if the casting director or casting associate has not been contracted at the date of your application, please specify if you intend to fill the casting position with a Qualifying Person in the table below. | | | |
| **Roles** | **Name** | **Citizenship** | **Country of permanent residence** |
| Casting director or casting associate |  |  |  |
| **C10**  **Lead Cast or Above-The-Line Crew is Māori** | Please set out which lead cast and/or above-the-line role crew member (from C4 or C7) is Māori, and include information that person provided when stating they are Māori (if any).  Alternatively, if that person is not contracted at the date of your application, please specify “TBC” here if you intend to fill the role or position with a Qualifying Person who is Māori and whether that will be for a lead cast role or an above-the-line crew member role. | | | |

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| **D. Skills and talent development** |
| **D1 – Masterclass**   1. If available, please state the duration and a brief description of the content of the masterclass you intend to hold:      1. Which role(s) are likely to present the masterclass?      1. When (for example, during which phase of production) do you intend to hold the masterclass?      1. Which professions or workers in the New Zealand screen sector will the masterclass be tailored to? |
| **D2 – Educational seminars**   1. How many educational seminars do you intend to deliver?      1. Which role(s) are likely to deliver the seminar(s)?      1. When (for example, during which phase of production) do you intend to hold the seminars?      1. If available, provide an outline of what the seminar(s) will cover and to which level of education the seminar(s) would be best suited (e.g. primary, secondary, tertiary): |
| **D3 – Attachment positions**   1. How many attachments do you intend to provide?      1. Which role(s) will each attachee be attached to?      1. What is the proposed duration of each attachment?      1. What is the timeline for appointment of the attachments? |
| **D4 – Internships**   1. How many internships do you intend to provide?      1. What is the timeline for the appointment of the interns? |

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| **E. Innovation and Infrastructure** |
| **E1 – Transfer of knowledge of production method or technology**   1. Provide a description of the production method or technology and explain how it differs from what is generally used or experienced by New Zealanders working on (international or domestic) productions in New Zealand:        1. How will the production method or technology be used in the current production?        1. Which crew will be trained in the use of production method or technology?      1. When (for example, during which phase of production) do you intend to hold the workshop?      1. If available, provide a brief outline of what the workshop will cover and which role will deliver the workshop (if known): |
| **E2 – Commercial agreement for creation or development of new technology or production method**   1. If available, please **attach** a proposal or quote from the New Zealand entity that outlines the proposed creation or development of the new production method or technology and indicate the value being attributed to the work. 2. Explain why you consider the work will result in a new production method or technology: |
| **E3 – Investment in New Zealand infrastructure**   1. Provide a description of applicable infrastructure and/or ancillary facilities in which the investment is planned:        1. What is the indicative value of your investment?      1. What is the status (if any) of engagement with a New Zealand vendor? |

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| **F. Marketing, promoting and showcasing New Zealand** |
| **F1 – Premiere**  Specify if you intend to hold a New Zealand premiere or a world premiere in New Zealand. If so, please provide an approximate date range for holding the premiere: |
| **F2 – Film marketing partnership**   1. If available, please **attach** a detailed proposal that includes which activities you intend to deliver upon. 2. Provide a timeline for delivery of your selected activities:      1. Provide a timeframe by which you will need to agree the applicable briefs with the NZFC (if briefs are required for your selected activities). |
| **F3 – Tourism marketing partnership**   1. If available, please attach your proposed high impact marketing plan. 2. Which three activities do you agree with TNZ to deliver upon?      1. Provide a timeline for delivery of your marketing plan (including the agreed activities):      1. Provide a timeframe by which you will need to agree the applicable briefs with TNZ (if briefs are required for your activities): |
| **F4 – Bespoke partnership with Tourism New Zealand**   1. If available, please **attach** your proposal for the bespoke partnership with TNZ. 2. Provide a timeline for the delivery of the activities under the proposal:      1. Provide a timeframe by which you will need to agree any applicable briefs with TNZ (if briefs are required): |

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| Section 5 | Declaration |

**A person authorised by the applicant must complete the following:**

I confirm that I am authorised by the applicant to complete this application form.

I confirm that the information provided in this application form and in the attached documents is true and correct in all respects.

**Name of authorised person:**

**Date:**

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| Section 6 | List of Relevant Documents |

**PREPARING YOUR APPLICATION:**

* Attachments should be named and numbered, as per this checklist.
* Please send attachments as separate files (do not combine into one document).
* All documents must be provided in **English**.
* Once the NZFC has received **all** applicable documentation listed above and has confirmed the application is complete. The date of this letter is the start of the application process.

At Provisional stage, if final versions of documents are not available you can provide a draft version (unless otherwise stated).

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|  |  | | **Attached** | **N/A** |
| 1 | Completed application form including the declaration. | |  |  |
| 2 | A Company Extract (from the [New Zealand Companies Register](https://companies-register.companiesoffice.govt.nz/)) dated within a week of the date of this application, or verification of a foreign corporation with a fixed establishment in New Zealand for tax purposes. | |  |  |
| 3 | Production Services Agreement or other document verifying the level of responsibility of the applicant for making the production in New Zealand (if this document has not been signed, a draft is sufficient). | |  |  |
| 4 | Any agreement with a parent/associate company or documentation relating to the establishment of the applicant. | |  |  |
| 5 | Any agreement relating to the transfer of the production from a previous production entity or entities. | |  |  |
| 6 | Full production budget (PDF). | |  |  |
| 7 | Expenditure statement in Excel (template available [here](https://www.nzfilm.co.nz/resources/expenditure-statement-template-nzspg-international) or contact [nzspr@nzfilm.co.nz](mailto:nzspr@nzfilm.co.nz) to request a copy - refer to the example in Section 3 for detail required). | |  |  |
| 8 | Breakdown of calculation of Above The Line Costs. | |  |  |
| 9 | Supporting evidence for inclusion of overseas-sourced goods claimed as QNZPE. | |  |  |
| 10 | A schedule of estimated key production dates. | |  |  |
| 11 | **Uplift Points Test specific attachments:** If you are claiming points for any of the sections below, please attach the relevant information (if you have that information available at the time of submitting your application). At provisional assessment stage, if final versions of documents are not available you can provide a draft version (unless otherwise stated). If you don’t have the relevant information, provide what information you do have in Section 4. | | | |
| A1 | Draft Sustainability Action Plan. |  |  |
| A3 | Confirmation letter of intent or engagement, or a signed service agreement with a [pre-approved service provider](https://www.nzfilm.co.nz/resources/5-uplift-sustainability-resources) for the work described. |  |  |
| B1 | Written confirmation from the landlord of the studio facility that a lease has been executed for a duration of not less than three years. |  |  |
| B4 | Production schedule showing the number of days that Principal Photography is scheduled to occur and how many of those days are scheduled to occur in New Zealand. |  |  |
| B5 | Production schedule showing the number of days that Principal Photography is scheduled to occur in New Zealand and how many of those days are scheduled as Regional Filming. |  |  |
| C1 | A list of cast that are New Zealand citizens or New Zealand permanent citizens (if you have engaged cast at the time of your application). |  |  |
| C2 | A list of crew that are New Zealand citizens or New Zealand permanent citizens (if you have engaged crew at the time of your application). |  |  |
| C3 | A list of the names of crew members that have stated they are Māori and the information (if any) provided by each crew member when stating they are Māori. |  |  |
| C10 | A list of the names of each above-the-line-crew that have stated they are Māori and the information provided by each above-the-line crew member when stating they are Māori. |  |  |
| E2 | Proposal or quote from the New Zealand entity that outlines the proposed creation or development of the new technology or production method and indicates the value being attributed to the work. |  |  |
| F2 | Proposal on film marketing partnership (including the activities you intend to deliver upon). |  |  |
| F4 | Proposal for the bespoke partnership with TNZ. |  |  |